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**ADRC Governing Board Minutes
January 9, 2014**

- I. **Certification of Open Meeting Law**
- II. **Pledge of Allegiance**
- III. **Call to Order** – Chairman Warren Brewer called the meeting to order at 1:00 pm.
- IV. **Introduction of New Members, if applicable – N/A**
- V. **Roll Call –**

<u>Adams:</u>	<u>Green Lake:</u>	<u>Marquette:</u>	<u>Waushara:</u>
	Suzi Giesen	Dave Benson	Warren Brewer
	Jack Meyers	Shirley Floeter	Russell Heise
	Cindy Skipchak	Dan Klawitter	Linda Manske

Absent: Bobbie Jo Anderson, Heidi Roekle, Beverly Ward (Adams); Fred Kaiser, Bernadette Krentz (Waushara)

Guest(s):

Green Lake County Staff Present: LeRoy Dissing, Phillip Robinson

Marquette County Staff Present: Mandy Stanley

Waushara County Staff Present: Glenn Johnson

ADRC Staff: Jennifer Dille, Fran Geier

- VI. **Adoption of the Agenda:** *Motion was made to adopt the agenda by Jack Meyers, seconded by Shirley Floeter, motion carried.*

- VII. **Approval of Minutes of the Previous Meeting:** Jennifer Dille noted a correction to the November minutes as follows: Page 2, paragraph 1 – change 3,000 to 9,411. *Motion by Linda Manske to approve the corrected minutes of November 14, 2013, seconded by Dave Benson, motion carried.*

- VIII. **Public Comment (3 minutes/person, maximum of 15 minutes):** None

IX. **Reports**

A. ADRC Local Activities (Jennifer):

1. **Outreach Activities:** Jennifer met with WAUH, the radio station in Wautoma and will be interviewed on air on Wednesday, January 15, to promote the ADRC. She is still waiting for the State's ads. Green Lake and Marquette will be doing presentations at their dining sites. She is also looking into creating pocket resource guides. Churches will be targeted in the upcoming months.
2. **Staffing Updates:** Adams County is short a resource counselor. Allison Rusch took a position in another county. Staff from the other counties may need to help with clients. However, Peggy at Waushara County is getting inundated. The open cases for the DBS staff: Rachel (Waushara & Marquette) – 79; Matt (Green Lake) – 59; Sandy (Adams) – 56. Completed open cases must be closed. Jennifer noted that some DBS are better at keeping their open cases current, but these numbers should be close.

B. State Activity:

1. **ADRC Directors Meeting Updates (Jennifer):** The meeting was held over the phone and there was only one item of note - the State expects 11-17 nursing home relocations per year for all four counties combined which Jennifer didn't think would be a problem.

- X. **Old Business** None

XI. **New Business:**

- A. **2014 Budget:** The Subcommittee met on December 15, 2013. They reviewed and made changes (Brenda updated the budget) and tentatively approved the 2014 budget. Copies of the 2014 budget were distributed to the members in attendance. Warren Brewer explained that funds for a DBS

assistant position that was never filled had been moved into the Indirect Expenses (AMSO account) previously. For 2014, that money was moved to Direct Expenses and used to increase the following expenses: Travel, Training, Printing, Equipment, and Marketing. Jack Meyers asked why the budget for training and printing were the same. Jennifer stated that it was to keep the numbers round. Suzi Giesen pointed out that Training was increased to allow Governing Board members to be reimbursed for attending the State Convention. Mandy Stanley commented the ADRC does its own in-house printing and has been printing a lot of color brochures and the Resource Directory and it can be expensive. **After further review, Dan Klawitter motioned to approve the 2014 budget, Shirley Floeter seconded, and the motion carried.**

XII. Other: Jennifer reported on the following statistics for 2013:

- Shannon Myers' programs had 294 unduplicated participants - 9 classes in Adams County (1 cancelled); 9 classes in Green Lake County ; 7 classes in Marquette County (1 cancelled); and 8 classes in Waushara County.
- Contacts were up about 100
- Functional screens were down slightly (391 for 2013 vs 432 for 2012)
- Enrollments were also down slightly (201 for 2013 vs 218 for 2012)
- I&A had about 1000 more contacts than 2012
- Referrals from presentations were up (16 in 2013 vs 0 in 2012)
- Very few referrals from senior centers, but that could be due to selecting dining centers as source in SAMS instead

Warren Brewer commented that he was surprised by the number of people on IRIS. Jennifer noted that family members can be paid by IRIS to provide service. She stated that Family Care does the same, but doesn't publicize that fact. Jennifer was asked if anyone was using the new provider, ContinuUs, yet. She replied that only Care Wisconsin was operating in the three counties at present (Adams does not participate in Family Care or IRIS). Warren asked if anyone had heard how Medical Transportation Management (MTM) was doing. No one had heard of any complaints.

XIII. Adjournment: Motion to adjourn the meeting at 1:35 pm was made by Linda Manske, seconded by Cindy Skipchak, motion carried. The next meeting is scheduled for Thursday, March 13, 2014, at 1:00 p.m. in Montello.

Respectfully Submitted

Fran Geier, ADRC Resource Assistant